



State of Tennessee Department of Children's Services

Administrative Policies and Procedures: 18.1

Subject: Social Services In Departmental Treatment Facilities

Supersedes: DCS, 16.10, 06/01/98

Local Policy: No

Local Procedures: No

Training Required: No

Applicable Practice Model Standard(s): Yes

Approved by:

Effective date: 06/01/98

Revision date: 01/01/04

Application

To Youth Development Center Superintendents, Community Residential Facilities Supervisors, Youth Service Managers of Treatment and All Case Managers

Authority: TCA 37-5-106

Policy

Each DCS treatment facility shall provide a social services program that makes a range of resources available appropriate to the needs of the youth including, but not limited to individual, group and family counseling, drug and alcohol education, family planning, HIV/AIDS education and special management programs.

Procedures

A. Social services programs at YDC's

The social services program at a youth development center must be administered and supervised by a person qualified and trained in social or behavioral services.

B. Counseling services

1. Each youth must be assigned a case manager. Case managers should be available at a minimum ratio of one to every twenty-five (1-25) youth to provide counseling and social services to youth at times when they are available to participate.

2. Case managers schedules must be flexible to ensure that staff members are available to counsel youth at their request as well as on an emergency basis.
3. Nothing in this section shall be construed to authorize the treatment of any mental, emotional, or adjustment disorder other than parent-child problems, child and adolescent anti-social behavior, other specified family circumstances, other interpersonal problems, phase of life problems, other life circumstance problems, and uncomplicated bereavement.

C. Community resources

The Department of Children's Services will:

1. Increase public awareness of its guiding principles and professional practice standards in order to promote the general welfare of youth and their families to encourage collaboration within the community.
2. Expand community-based resources and services for youth and families in the communities in which they live.

D. Annual review of services

The social services staff will annually review the collective service needs of the facility youth. The review will be used to determine the need for special programs to meet the needs of youth with specific types of problems.

Forms

None

Collateral Documents

None

Standards

ACA 3-JTS-5C-01

ACA 3-JTS-5C-02

ACA 3-JTS-5C-03

ACA 3-JTS-5C-04

ACA 3-JCRF-5C-01

ACA 3-JCRF-5C-02

ACA 3-JCRF-5C-03

ACA 3-JCRF-5C-05

DCS Practice Model Standard- 3-101

DCS Practice Model Standard- 3-102

DCS Practice Model Standard- 8-306